

## STATE PROPERTIES REVIEW BOARD

### Minutes of Meeting Held On June 28, 2018 450 Columbus Boulevard, Hartford, Connecticut

The State Properties Review Board held its regular meeting on June 28, 2018 in Suite 2035, 450 Columbus Boulevard, Hartford, Connecticut.

**Members Present:** Edwin S. Greenberg, Chairman  
Bruce Josephy, Vice Chairman  
John P. Valengavich, Secretary  
Jack Halpert

**Members Absent:** None

**Staff Present:** Dimple Desai  
Thomas Jerram

**Guests Present:** Garret Healy, DAS Intern  
Pasquale Salemi, DAS/DCS Deputy Commissioner  
Kevin Kopetz, Esquire, DAS/DCS Legal  
Emilio Pizzoferrato, DAS/DCS, ADPM  
Pete Simmons, DAS/DCS PM  
Todd Lukas, DAS/DCS PM

Chairman Greenberg called the meeting to order.

Mr. Valengavich moved and Mr. Halpert seconded a motion to enter into Open Session. The motion passed unanimously.

#### OPEN SESSION

#### ACCEPTANCE OF MINUTES OF June 14, 2018 and June 21, 2018.

Mr. Josephy moved and Mr. Halpert seconded a motion to accept the minutes of June 14, 2018 and June 21, 2018. The motion passed unanimously.

#### COMMUNICATIONS

Staff presented Board Members with a communication from Virgil Guzulescu, Member of Schaefer Belmont Group, LLC, owners of 110 Bartholomew Avenue, Hartford, pursuant to Exhibit I of the Lease with the State regarding Right of First Refusal, and DAS Leasing response to that communication.

#### REAL ESTATE- UNFINISHED BUSINESS

<b>PRB #</b>	<b>18-085</b>
<b>Transaction/Contract Type:</b>	RE/Voucher
<b>Origin/Client:</b>	DOT/DOT
<b>Project Number:</b>	138-248-3
<b>Grantor:</b>	Veterans of Foreign Wars of the U.S. Raymond T. Goldbach Post No. 9460
<b>Property:</b>	100 Veterans Boulevard, Stratford, CT 06615
<b>Project Purpose:</b>	Reconstruction of Interchange 33 on Interstate 95
<b>Item Purpose:</b>	Partial Take: Acquisition of 897 square feet of land and related site improvements

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At the June 7, 2018 SPRB meeting this item was suspended to have DOT reconcile DOT Appraiser Malia's market value estimate of \$27.00/sf with the \$12.93/sf market value estimate as determined by the Stratford Assessor.

DOT responded: "It is not uncommon for appraised values to differ from Town valuations for assessment purposes. It is acknowledged that there is a significant difference in this case however the appraised land value of \$27.00 per square foot was established utilizing market data and adjustments per typical appraisal practice."

**RECOMMENDATION:** Board approval is recommended for the following reasons:

1. The acquisition complies with Section 13a-73(c) of the CGS which governs the acquisition of property by the commissioner of transportation required for highway purposes.
2. The appraised value of \$27/sf appears reasonable in light of the data provided in the appraisals.

<b>PRB #</b>	<b>18-093</b>
<b>Transaction/Contract Type:</b>	RE/Voucher
<b>Origin/Client:</b>	DOT/DOT
<b>Project Number:</b>	301-176-40
<b>Grantor:</b>	City of Norwalk
<b>Property:</b>	61 Crescent Street, Norwalk, CT
<b>Project Purpose:</b>	Walk Railroad Bridge Replacement
<b>Item Purpose:</b>	Construction Easement Acquisition

At the June 11, 2018 SPRB Meeting the Board suspended this item for the following reasons.

1. Reconcile Malia's estimate of 15% rate of return "based on the nature of the temporary construction easement." Rates of return granted to other owners with construction easements involved in the Walk Bridge project were 12% rate of return, which would indicate damages of \$80,000 (rounded), thus saving the State \$20,000.
2. Need clarification as to how this easement helps the project, the reason being that this is at distance from the project, as the other 15 construction easements granted are proximate to the actual project.
3. How many additional construction easements are in works to support this project?

In a response dated June 21, 2018, DOT provided a response to SPRB, summarized as follows:

1. The rate of return applied by the appraiser is weighted towards the intensity of use unique to the purpose for which the property rights are being acquired. The greater the intensity, the greater the rate of return. This is subject and the opinion of the appraiser who has the experience to complete appraisals for transportation projects which are subject to eminent domain litigation.

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The subject property is owned by the City and is being used as a transfer station. The portion of the lot that will be temporarily encumbered is currently being used for parking and storage, in addition to being used by a subcontractor for the Walk Bridge Program. The use of the temporary easement will be extremely intense as a staging area with large equipment storage. The city will not have any utility of the area and will need to reconfigure the remaining property to recapture the lost utility. Therefore it is the opinion of the appraiser that 15% is a reasonable rate of return for this acquisition.

2. The 'Walk Bridge Program' consists of the full replacement of the Walk Bridge that crosses the Norwalk River in Norwalk, CT. New to the Board is the explanation that there are several 'break-out' projects, including two advance projects known as the CP243 Interlocking and Danbury Branch Dockyard. DOT explains that both projects are independent of the Walk Bridge, all right of ways for these two additional projects are acquired under number 301-176. The CP243 Interlocking Project consists of the installation of a new four-track interlocking system that allows trains to efficiently move from one track to another. The Danbury Branch Dockyard Project consists of rail improvements to the southern portion of the Danbury Line from the mainline to approximately one mile north. Both projects are designed to improve overall rail operations along the mainline.

Given the density of development in Norwalk, there is limited space available for construction staging. The subject parcel was identified by the Walk Bridge team as an ideal location for construction staging given its proximity to the Danbury Branch. Although this property is not in the immediate vicinity of the actual Walk Bridge, it is considered an integral component to the Danbury Branch Dockyard construction.

3. DOT states project design is presently at 60% complete and anticipate there will be 14± additional acquisitions which will include a construction easement.

**RECOMMENDATION:** Board approval is recommended for the following reasons:

- The acquisition complies with Section 13a-73(c) of the CGS which governs the acquisition of property by the commissioner of transportation required for highway purposes.
- The location of the affected parcel, while not proximate to the Walk Bridge, is proximate to the Danbury Branch, which improvements are being acquired under 301-176.
- The 15% rate of return, while higher than the 12% provided to other construction easements relative to the Walk Bridge project, was rationalized by the appraiser that the intensity of the uses within the easement area, and the requirement that the City reconfigure access to the transfer stations, justified the premium.

**REAL ESTATE – NEW BUSINESS**

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**ARCHITECT-ENGINEER - UNFINISHED BUSINESS**

**PRB #** 18-077  
**Origin/Client:** DCS/CCSU  
**Project Number:** CF-RC-402-ARC  
**Consultant:** Desman, Inc.  
**Property:** CCSU Campus, New Britain  
**Project Purpose:** Construction of a parking garage  
**Item Purpose:** Approve professional services contract for architectural services.

**UPDATE – 6/27/2018**

DCS provided response to the questions raised by the Board, please refer to the attached memo from Kevin Kopetz for discussion.

**RECOMMENDATION:**

Staff is recommending approval of PRB # 18-077 based on the responses from DCS. However, it is recommended that whenever there is a difference (higher fees) in the fees between the B1105 and the proposed contract, DCS must provide a written acknowledgement and approval from the user agency of such an increase in the fee.

**PRB #** 18-080  
**Origin/Client:** DCS/SCSU  
**Transaction/Contract Type** AE / New Contract  
**Project Number** BI-RS-337  
**Contract** BI-RS-337-ARC  
**Consultant:** OakPark Architects, LLC  
**Property** Southern Connecticut State University  
**Project Purpose:** Business School Instructional Facility  
**Item Purpose** Architect Contract

**UPDATE 6/27/2018**

In the attached response from Kevin Kopetz dated 6/27/2018, DCS staff will be attending the Board meeting to provide additional information.

**RECOMMENDATION:**

Staff can provide recommendation after the responses from DCS to the questions raised by the Board.

**PRB #** 18-084  
**Origin/Client:** DCS/SCSU  
**Transaction/Contract Type** AE / Amendment #1  
**Project Number** BI-RS-283  
**Contract** BI-RS-283-ARC  
**Consultant:** Centerbrook Architects and Planners, LLP  
**Property** Southern Connecticut State University  
**Project Purpose:** New Academic and Laboratory Building  
**Item Purpose** Architect Contract Amendment

**UPDATE 6/27/2018**

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In the attached response from Kevin Kopetz dated 6/27/2018, DCS staff will be attending the Board meeting to provide additional information.

**RECOMMENDATION:**

Staff can provide recommendation after the responses from DCS to the questions raised by the Board.

<b><i>PRB #</i></b>	<b><i>18-089</i></b>
<b><i>Origin/Client:</i></b>	DCS/DEEP
<b><i>Transaction/Contract Type</i></b>	AE / New Contract
<b><i>Project Number</i></b>	BI-RT-615
<b><i>Contract</i></b>	BI-RT-615-ARC
<b><i>Consultant:</i></b>	TLB Architecture, LLC
<b><i>Property</i></b>	West District HQ, Black Rock St. Park, Watertown
<b><i>Project Purpose:</i></b>	New Facility
<b><i>Item Purpose</i></b>	Architect Contract

**UPDATE 6/27/2018**

DCS provided responses to the questions raised by the Board on 6/27/2018.

Please refer to the attached memo from Kevin Kopetz dated 6/27/2018 for discussion.

**RECOMMENDATION:**

Staff is recommending to suspend PRB # 18-089 based on the responses from DCS.

- Please clarify where the documents call for Net-Zero building. It does call for the design to meet LEED standards.

**ARCHITECT-ENGINEER - NEW BUSINESS**

<b><i>PRB #</i></b>	<b><i>18-101</i></b>
<b><i>Origin/Client:</i></b>	DCS/SCSU
<b><i>Transaction/Contract Type</i></b>	AE / New Contract
<b><i>Project Number</i></b>	BI-RS-337
<b><i>Contract</i></b>	BI-RS-337-CA
<b><i>Consultant:</i></b>	Jacobs Property Management Co.
<b><i>Property</i></b>	Southern Connecticut State University
<b><i>Project Purpose:</i></b>	New Business School Instructional Facility
<b><i>Item Purpose</i></b>	Construction Administrator's Contract

**PROJECT BRIEF**– In general this project provides for the design and construction of a 52,000 GSF bulding to house the entire Business School. The Master Plan had recommended an 80,000 GSF facility. Due to budget constraints, and to utilize funds being redirected from the proposed Fine Arts facility the university has decided to reduce the size of this facility to 52,000 GSF. Currently the Business School is housed in the front 3 stories of what was the old student center.

A total of 31,200 SF will be allocated to five departments: Accounting, Economics & Finance, Management & Management of Information Systems, and Marketing and MBA Business Administration. General purpose classrooms, specialty classrooms and seminar rooms will also be included along with common lobby, study and computer lab space. Department space will include offices for faculty, advising and support staff. The proposed site is the existing temporary building TE-6 on the corner of Farnham and Wintergreen Avenue. This site is close to the Wintergreen Garage and avoids the need to build new parking facilities. The building development density is based

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on a 4 story building which includes daylight lower level. The parking lot behind Granoff would remain and will provide proximate ADA spaces and visitor parking.

The design share pursue net zero energy (NZE) consumption through the use of active and passive systems and methods to achieve net zero energy consumption.

This project will be constructed using the Construction Manager at Risk (CMR) process and will be administered by the CT DCS. As part of the initial project scope, the overall construction and total project budget have been established at \$33,510,000 and \$52,476,933 respectively.

On January 23, 2017, a RFQ was issued for the Construction Administration Services. On March 29, 2017, members of the State Construction Services QBS Selection Panel met to interview and select a consultant for this contract. They created a certified list of 3 most highly qualified firms. These firms are as follows: Jacobs Project Management Co., Rocky Hill; Strategic Building Solutions, LLC, Madison; and Turner Construction Company, Shelton. At the conclusion of the process, DCS had ranked Jacobs Project Management Co. of Rocky Hill as number 1.

This contract is for *Architect* for the completion of the Business School Instructional Facility project from the schematic design phase through the construction document phase, bidding and construction administration (if funds are allocated for construction). The overall compensation rate for this basic service is \$3,016,000.00 with an additional \$514,600.00 for additional special services. As such the total project fee is \$3,530,600. The special services detailed in the project scope include programming, PV Array Structural Design, Survey, Geotechnical Engineering, Fire Modeling and Furniture Design.

FEE – The costs of basic and special services are as follows:

Jacobs fees (PRB #18-101)	<u>COST (\$)</u> <u>(BASIC)</u>	<u>COST (\$)</u> <u>(SPECIAL)</u>	<u>C. Budget (\$)</u>	<u>(%) Budget</u>
Pre-Design Phase	\$89,932			
Schematic Design Phase	\$143,718			
Design Development Phase	\$149,357			
Contract Document Phase	\$243,956			
Procurement Phase	\$103,473			
Construction	\$1,062,523			
Project Closeout and Record Drawings	\$59,029			
Acceptance of Certification of final application of payment	\$59,029			
Post Occupancy NZE Monitoring & Verification	\$54,617			
<b>TOTAL BASIC SERVICE FEE (#18-101) (A)</b>	<b>\$1,965,634</b>		<b>\$33,510,000</b>	<b>5.86%</b>
<b><u>SPECIAL SERVICES:</u></b>				
Move Management		\$146,431		
Commissioning		\$168,283		
<b>TOTAL SPECIAL SERVICES(B)</b>		<b>\$314,714</b>		
<b>TOTAL FEE (PRB #18-101) (A) + (B)</b>		<b>\$2,280,348</b>	<b>\$33,510,000</b>	<b>6.8%</b>

- The RFQ was advertised on January 23, 2017. The Selection Panel recommended the appointment of **Jacobs Project Management Co (JPM)**. The selection was approved by Commissioner Currey on 4/10/2017.

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- **JPM is located in Rocky Hill.** License information was not provided.
- The project is funded through CSUS 2020 Program.

**RECOMMENDATION: It is recommended to SUSPEND this new contract for JPM for construction administration for this project. Further clarification is needed for the following:**

- **The memo is not clear in terms of the CA fees, basic services and the budgets provided.**
- **The CA fees listed on B1105 totals \$1,405,376 vs. actual contract amount of \$2,280,348.**
- **License information is not provided for this consultant.**

**OTHER BUSINESS**

DAS/DCS Deputy Commissioner Salemi, Kevin Kopetz, Esquire DAS/DCS Legal, Emilio Pizzoferrato, DAS/DCS, ADPM, Pete Simmons, DAS/DCS PM and Todd Lukas, DAS/DCS PM attended to be able to respond to any issues on the SPRB Agenda for today. DC Salemi led a conversation with Chairman Greenberg and SPRB Members regarding DCS Form 1105, DCS submissions to the Board for statutory authority, SPRB suspensions of files seeking additional information, SPRB work load, among others. DCS' Kopetz, Pizzoferrato, Simmons and Lukas provided input to their respective projects before the Board.

**VOTES ON PRB FILES:**

The Board took the following votes in Open Session:

**PRB FILE #18-085** – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #18-085. The motion passed unanimously.

**PRB FILE #18-093** – Mr. Valengavich moved and Mr. Josephy seconded a motion to approve PRB FILE #18-093. The motion passed unanimously.

**PRB FILE #18-077** – Mr. Halpert moved and Mr. Josephy seconded a motion to approve PRB FILE #18-077. The motion passed unanimously.

**PRB FILE #18-080** – Mr. Valengavich moved and Mr. Josephy seconded a motion to approve PRB FILE #18-080. The motion passed unanimously.

**PRB FILE #18-084** – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #18-084. The motion passed unanimously.

**PRB FILE #18-089** – Mr. Josephy moved and Mr. Halpert seconded a motion to approve PRB FILE #18-089. The motion passed unanimously.

**PRB FILE #18-101** – Mr. Halpert moved and Mr. Valengavich seconded a motion to approve PRB FILE #18-101. The motion passed unanimously.

Next meeting Monday, July 2, 2018.

The meeting adjourned.

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APPROVED: John P. Valengavich Date: 7/5/18  
John P. Valengavich, Secretary



MEMORANDUM

To: Edwin S. Greenberg, Chairman

From: Kevin J. Kopetz, Director of Legal Services *Kevin J. Kopetz*

Re: #18-077 CF-RC-402 ARC – Desman, Inc.

Date: June 27, 2018

On June 5, 2018, the State Properties Review Board (SPRB) voted to suspend the above-referenced contract pending receipt of additional information. The items of information requested, and DAS,CS' responses to the requests, are set forth below in the same order as they appear in the SPRB's Interdepartmental Memorandum.

- 1. The Form B1105 is not complete – does not have the CT DCS Capital Project Request Approval signature.

*OK*  
*Means*  
*Submission*  
*SPRB was incomplete!*

Response: A copy of the signed 1105 is attached to this Memorandum. While DAS,CS endeavors to provide to SPRB the fully-executed copies of this and other DAS,CS forms, in the event that there is a lapse, SPRB should contact the DAS,CS paralegal assigned to the contract. She will provide executed copies promptly and so avoid a ground for suspension of contract.

- 2. The A/E fees listed on B1105 totals \$990,119. It does not include special services and does not match the request of \$1,036,265.

*Is there a*  
*written*  
*process to*  
*address the*  
*overages?*  
*Why some*  
*1105 are*  
*required to*  
*be amended*  
*& others not?*

Response: As previously indicated to the SPRB, the Form 1105 provides, "This Capital Project Initiation Request provides details to the Connecticut Division of Construction Services (CT DCS) that are necessary for project planning." DAS,CS has never sought to match the architect's fee to the amount listed in Section 9.0 of the Form, nor has it sought to adjust the Form 1105 to match the architect's fee. Rather, the DAS,CS project management team reviews the Form 1105 and, in their professional judgment, makes necessary decisions regarding the base fee and supplemental services that are necessary for the specific project. When an 1105 is insufficiently funded for supplemental design services, but adequately funded for the whole project, then the DAS,CS, staff, in the exercise of their professional expertise and with the client's consent, will make the necessary adjustments to A/E's supplemental design services. In this case, the base fee for services are within the fee guidelines and less than the amount set forth in the Form 1105 for base services. The supplemental design services are necessary for the project, the negotiated fees are reasonable. The project, as a whole, remains adequately funded.

*\* Need written*  
*Confirmation*  
*from user agency*

- 3. Please clarify if there is a gap in A/E funds based on the 1105 submitted,

Response: DAS,CS is uncertain as to information being sought by this request. If the "gap" being referenced is the difference between the \$990,119 base fee set forth in the 1105, and proposed contract fee of \$1,036,265, the difference is based upon a negotiated base fee less than the guidelines and the Form 1105 budget amount plus the supplemental services that were not included in the Form 1105 but are necessary for the project, including traffic engineering, geotechnical engineering, and

*Same comment*

borings. As discussed in the response to paragraph 2 above, there is sufficient funding within the project to include the supplemental design services.

4. The submission should accompany RFQ Web Advertisement for A/E Consultant Services.

Response: DAS,CS copy of the submittal to SPRB did include the RFQ Web Advertisement for A/E Consultant Services. If, for some reason, the RFQ Web Advertisement is not included in the submission package, please contact the paralegal responsible for the contract, and a copy will be delivered to SPRB forthwith and thereby avoid a ground for suspension. A copy of the RFQ Web Advertisement is attached and is also located on the DAS,CS website.

5. Clarification is need why "Major Site work" is identified under Group B construction and not under Group A.

Response: The "Major Site Work" is CCSU's identification in the Form 1105 of the project's proposed pedestrian bridge over Paul Manafort Drive. The reason it is classified under Group B construction is that CCSU intends that the pedestrian bridge be enclosed and conditioned space. There are, in addition, significant code issues for the bridge, especially in its connection to the building. For these reasons, DAS,CS identified the pedestrian bridge as Group B construction. Even were the work to be considered Group A, the negotiated base fee remains under the guidelines.

*Then this should be part of Group B & allow for higher %.*

*Group A: includes*

- parking garages*
- grounds improvements*
- Among other items*

*for "unique" nature of the project.*


*This is a required document to make sure that the statutory process was followed!*

**NOTE: All Agency Administered (AA) Project Requests Must Complete Parts 1 & 2.  
 Requests for CT DCS Administered Projects Must Also Complete Part 3.**

**Part 1: Administrative Information**  
 This Capital Project Initiation Request provides details to the Connecticut Division of Construction Services (CT DCS) that are necessary for project planning. State User Agency Representatives are **REQUIRED** to consult with the CT DCS about their Budget formulation for any Capital Project prior to submission of a Capital Project Initiation Request (1105).

1.0	Project Request Date:	11/03/2016
2.0	To:	CT DCS Director of Project Management
3.0	From (User Agency):	Central CT State University
4.0	User Agency Head Name/Title:	Sal Cinforino/Assistant Chief Administrative Officer
5.0	User Agency Head Signature:	
6.0	Project Title:	Manafort Drive Parking Garage
	6.1 Project Number:	CCSU
7.0	Project Address:	1615 Stanley Street New Britain, CT 06050
8.0	DPW Building Number:	NEW
9.0	User Agency requests that this Project/Contract be administered by:	<input checked="" type="checkbox"/> CT DCS <input type="checkbox"/> User Agency

**Section 10.0 Is For User Agency Administered (AA) Project Requests Only.**

<b>10.0 User Agency Staffing Questionnaire:</b>				
10.1	Are you proposing to construct a new building?	<input checked="" type="checkbox"/> Yes; proposed square footages:	600-600 parking spaces	<input checked="" type="checkbox"/> No
10.2	Are Consultant Services Required?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
10.3	Does the User Agency require CT DCS Project Management (PM) services for the Preconstruction Phase and Construction Phase? (If the answer is "No" then the User Agency must provide the name of the Agency PM in Section 11.3.)		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
10.4	Does the User Agency require CT DCS Code Plan Review and Code Inspections? (If the answer is "No" then the User Agency must provide the name of the licensed CT Building Official for this project in Section 11.4.)		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
<p>The User Agency certifies that the project/contract identified herein, as User Agency Administered for design and construction, will be in substantial compliance with applicable State of Connecticut building/fire codes and statutes; will have funds in place prior to award of contracts; and shall remain within the User Agency's statutory budget limits for Design &amp; Construction.</p> <p>Agency Head Name/Title: <u>(print) Sal Cinforino, Assistant Chief Administrative Officer</u></p> <p style="text-align: center;"> (signature) _____ (Date)</p>				

**APPROVED:** In accordance with CGS §4b-51 & §4b-52, CT DCS grants permission for the User Agency to administer this Project.

**REJECTED:** User Agency does not demonstrate adequate qualified and experienced staffing to self-administer all phases of the project.

CT DCS Chief Architect (or Chief Engineer):

\_\_\_\_\_  
 (Name/Title) (Signature) (Date)

<b>11.0 User Agency Staff Contacts (Name, Phone, Email):</b>					
11.1	Agency:	Sal Cinforino	11.4	Code Official:	
	Telephone:	860.832.1889		Telephone:	
	E-mail:	cinforino@ccsu.edu		E-mail:	
11.2	Facility:	Jim Grupp	11.5	Other:	
	Telephone:	860.832.2327		Telephone:	
	E-mail:	gruppj@ccsu.edu		E-mail:	
11.3	Agency PM:	Hank Altman			
	Telephone:	860.832.3519			
	E-mail:	altman@ccsu.edu			

## 12. Project Description and Special Requirements

Provide a narrative of the project objectives and a description of the project scope. Provide any special requirements or additional information related to the project.

This project provides for the design and construction of a new 500-600 car parking garage. The site is located on a 2.2 acre site in Southwest quadrant of the campus and is bordered by Paul Manafort Drive to the North, Stratford Road to the South, Charter Oak College to the East, and private retail businesses to the West.

The parking garage will be constructed to meet structural design criteria and designed with materials consistent with CCSU campus standards for similar applications, including concrete and steel structure, brick veneer, metal roofs, and insulated glazing. This project will include sustainable design systems and components which may include photovoltaic panels supported along portions of the roof. The garage is required to have security fencing at all openings and at the roof perimeter. The project will include parking control access gates with a state-of-the-art electronic parking monitoring system and associated signage to indicate available spaces per floor. The garage structure will be designed to minimize impact to the surrounding neighborhood by recessing the first level approximately 1/3 story below grade to reduce the apparent height. The parking garage foundations and structure may be designed to support (2) future parking levels. The project will incorporate an enclosed pedestrian bridge to allow safe passage across Manafort Drive, connecting the garage to the Willard/DiLoreto building. Code-required fire separations, egress stairs, and ADA accessible elevators will be included into the bridge design.

The garage will be designed to meet or exceed all applicable fire and life safety codes, and all ADA regulations, and will include the installation of an ADA accessible elevator system at all levels and accessible route requirements. Signage and graphics shall be in conformance to CCSU standards as well as ADA requirements. LED lighting systems throughout shall meet or exceed the requirements of the Illumination Engineers Society (IES) guidelines and will include a lighting system to provide emergency lighting throughout the garage. Site improvements shall be required to provide effective access, circulation signalization, lighting and all utility relocations. All work associated with traffic studies and approvals, vehicular controls, signals, crosswalks, signage, site lighting, site utilities, and street crossings will be incorporated into the project. The site shall be landscaped in a manner appropriate to enhance the building, integrate it with the campus surroundings and adjacent neighborhood. The project will allow for surface parking on portions of the remainder of the site as applicable.

The communication systems shall comply with CCSU telecommunication guidelines and applicable codes. It will include emergency phones connected directly to the campus security office to ensure safety. Security Cameras will be installed which will allow remote monitoring.

CCSU has a student population of approximately 12,000 full and part time students, which includes full and part-time enrollments with an average of 2,200 students living on campus and the remaining full and part time students commuting to their classes. The need for additional parking has continued to develop as a result of this growing commuter population and expanding academic programs. In addition, construction of nearby projects has removed some parking areas from service and provide added pressure to student parking on campus.

This project will be constructed using the design/bid/build process and will be administered by the DPW. Project cost is estimated to be approximately \$18,800,000. Funding will be provided through CHEFA bonds.

**Part 2: Financial Information** (Single left click on "Text Form Field" to add text and double left click on the "Check Box" to select "Checked" or "Not Checked".)

1.0 User Agency Number: CCSU7802

2.0 Date Project Initiated: 11/03/2016

3.0 Has the Original OPM B-100 been changed?  Yes  No N/A  
 If Yes provide date revised:

4.0 Requested Substantial Completion Date:  Yes  No  
 If yes, provide Substantial Completion Date:  
 If yes, please briefly explain:  
 4.1 Other Requested Milestone Date(s):  Yes  No  
 If yes, provide Milestone Date(s):  
 If yes, please explain:

5.0 Project Categories: (Please check all that apply)

Project Phases	Type of Construction	Additional Requirements
Study <input type="checkbox"/>	New <input checked="" type="checkbox"/>	Percent for Art <input type="checkbox"/>
Pre-design <input type="checkbox"/>	Addition <input type="checkbox"/>	Technology <input checked="" type="checkbox"/>
Design <input checked="" type="checkbox"/>	Remodel <input type="checkbox"/>	Haz Mat Abatement <input type="checkbox"/>
Construction <input checked="" type="checkbox"/>	Repair/Replacement <input type="checkbox"/>	Moving/Relocation <input type="checkbox"/>
Other: _____	Other: _____	Other: _____

6.0 Bond Act & Section: (Double left click imbedded MS Excel Spreadsheet below to activate, double left click outside imbedded MS Excel Spreadsheet to deactivate.)

Notes: CHEFA Series P Bond Issue  
See Part 2, Box B\*\*\*

Description	Amount
Design	\$1,186,643.00
Construction	\$ 17,648,510.00
<b>Total Bonding</b>	<b>\$ 18,835,153.00</b>

7.0 Other Funding Sources: (If yes, (Double left click imbedded MS Excel Spreadsheet below to activate, double left click outside imbedded MS Excel Spreadsheet to deactivate.)

Notes:  Yes  No

Description	Amount
<b>Total Other Sources</b>	<b>\$ -</b>

8.0 Brief Funding Comments:  
 Construction phase will be funded through a future CHEFA Bond Issue.

9.0 Project Detail & Rolled-up Budget: (Double left click on spreadsheet to activate, left click outside spreadsheet to deactivate)			
Item	Budget Amount	Bonding Required for Preconstruction	Bonding Required for Construction
1.0 Acquisition (Land / Building) 1.) Appraisal 2.) Purchase price 3.) Acquisition Cost 4.) Legal Fees 5.) Demolition 6.) Relocation 7.) Taxes 8.) LRP Reimbursement	\$ -	\$ -	\$ -
2.0 Haz-Mat (Asbestos/Lead/PCB Removal)	\$ -	\$ -	\$ -
3.0 Total Construction 1.) New Construction 2.) Renovation 3.) Major Sitework 4.) Off-site Improvements 5.) Green Architecture (Const. cost impact)	\$ 13,226,108 \$ 12,476,108 \$ 750,000	\$ -	\$ 13,225,108
4.0 Contingency	\$ 1,310,159	\$ -	\$ 1,310,159
5.0 Equipment	\$ 1,235,150	\$ -	\$ 1,235,150
6.0 Telecommunications	\$ 740,000	\$ -	\$ 740,000
7.0 Studies Pre-design Study Environmental Impact Evaluation/Study	\$ -	\$ -	\$ -
8.0 Total A/E Fee A/E Fee for Basic Services (% varies) Green Architecture (fee impact design/const. services) 1.) Survey 2.) Geotechnical Engineer 3.) Site Borings 4.) List Other Specialty Consultants Separately: e.g., kitchen, library, education, signage, traffic, etc.	\$ 990,119 \$ 990,119	\$ 990,119	\$ -
9.0 Other 1.) 3rd Party Structural Review 2.) Special Inspections 3.) Testing Laboratory 4.) Permits 5.) Commissioning (Cx) 6.) Agency Relocation (during construction)	\$ 288,480 \$ 37,352 \$ 61,758 \$ 2,096 \$ 185,274	\$ -	\$ 286,480
10.0 CA Fee	\$ 655,080	\$ -	\$ 655,080
11.0 Art	\$ -	\$ -	\$ -
12.0 DCS Fee	\$ 393,048	\$ 196,524	\$ 196,524
<b>Totals</b>	<b>\$ 18,835,153</b>	<b>\$ 1,186,643</b>	<b>\$ 17,648,510</b>

**NOTE: For AA Projects, STOP HERE!**

**Part 3: Technical Data** (Single left click on "Text Form Field" to add text and double left click on the "Check Box" to select "Checked" or "Not Checked".)

**NOTE: Part 3 is for CT DCS Administered Projects Only (not AA Projects)**

1.0	Is facility required to be occupied during construction? If yes, is phased construction possible?	<input type="checkbox"/> Yes <input type="checkbox"/> No
-----	--	--

2.0	Citations for non-compliance with codes, regulations, statutes, and etc.		
2.1	CT DEEP	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
2.2	OSHA	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
2.3	CT State Fire Code	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
2.4	CT State Building Code	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
2.5	Other	<input type="checkbox"/> Yes	<input type="checkbox"/> No <input type="checkbox"/> N/A
	If yes, please specify:		

3.0	Mandates	
3.1	Court Mandates: If yes, please cite or describe:	<input type="checkbox"/> Yes <input type="checkbox"/> No
3.2	Other Mandates: If yes, please cite or describe:	<input type="checkbox"/> Yes <input type="checkbox"/> No

4.0	Is municipal participation required or anticipated? Other than utilities, if yes please specify:	<input type="checkbox"/> Yes <input type="checkbox"/> No
-----	---	--

5.0	Site Conditions & History: (Please check all conditions that apply.)		
5.1	The proposed site is a(n):		
	<input type="checkbox"/> Existing Occupied State Property	<input type="checkbox"/> Urban Location	<input type="checkbox"/> On Historic Register
	<input type="checkbox"/> Existing Vacant State Property	<input type="checkbox"/> Suburban Location	<input type="checkbox"/> In Historic District
	<input type="checkbox"/> New Site	<input type="checkbox"/> Rural Location	<input type="checkbox"/> Unknown
5.2	Please provide the best available data and check ALL applicable water conditions: Acres Proposed for Development: _____ Acres <input type="checkbox"/> Streams <input type="checkbox"/> Ponds <input type="checkbox"/> Wetlands		
5.3	Proposed site has had prior use(s): If yes please briefly describe:	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5.4	Proposed site has a survey available: If yes, please provide date of survey:	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5.5	An easement to / through the site is:	<input type="checkbox"/> Existing <input type="checkbox"/> Required <input type="checkbox"/> Unknown <input type="checkbox"/> N/A	
5.6	A Phase I Environmental Site Assessment:	<input type="checkbox"/> Is Existing <input type="checkbox"/> Is Required <input type="checkbox"/> Is Unknown <input type="checkbox"/> N/A	
5.7	The age of the building is:		

6.0	Site Utility Data:	Yes	No	State Utility	Service Provider Name	Remarks / Notes
	Water (Domestic)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Sewer (Public)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Electricity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Gas (natural/LP)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Telecommunications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Cable TV	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Fiber Optic Cable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	District/Central Hot & Chilled Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Central Steam	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Storm Drain System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

**Part 3: Technical Data (continued)** (Single left click on "Text Form Field" to add text and double left click on the "Check Box" to select "Checked" or "Not Checked".)

7.0	Existing Building Data:	Yes	No	User Agency Standard Exists	Proprietary Specification Required	Manufacturers Name
	Fire Alarm System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Security System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Central Energy Mgmt. System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Sprinkler/Fire Suppression System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Has this building been investigated for hazardous materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NA

8.0	Site Development Detail: (Please check ALL that apply)	Yes	No	Unknown
	8.1 Is New Parking Required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8.1.1 If yes is OSTA Approval required?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8.2 Are existing buildings/structures to be removed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8.3 Are site environmental concerns or hazardous materials present?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8.4 Is the preparation of a CEPA review document necessary?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	8.5 Are there other site issues? (Please explain on additional sheet[s])	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

9.0	Work Under Other Contracts That Impact Proposed Project:			
	Project Name:	CT DCS Project #:	Administered By:	Impact On This Project:

10.0	Design Issues: (Please provide expanded detail on additional sheet[s] for each item as necessary)	
	10.1 Building Use Data:	
	10.2 Special Needs:	
	10.3 Image/Impression:	
	10.4 Compatibility with External Site:	
	10.5 Technology Needs:	
	10.6 Flexibility:	
	10.7 Employee/Client Interaction:	
	10.8 Interior Environmental Quality:	

**Attach Additional Sheets As Necessary**



**Part 4: CT DCS Management Review & Approval Sheet**

**Note: Part 4 Must Be Completed By The  
 CT DCS Director of Project Management, Chief Architect or Chief Engineer.**

<b>1.0</b>	<b>Project Size (Construction Budget):</b>
	<input type="checkbox"/> Under \$500,000. <input type="checkbox"/> \$500,000 — \$2,000,000. <input type="checkbox"/> \$2,000,000 — \$5,000,000 <input type="checkbox"/> \$5,000,000 — \$25,000,000 <input type="checkbox"/> \$25,000,000 plus
<b>2.0</b>	<b>Consultant Selection Type(s):</b> <b>Consultant Type:</b>
	<input type="checkbox"/> On-Call Task Assignment..... <input type="checkbox"/> Formal A/E Selection.....
<b>3.0</b>	<b>Project Delivery Method:</b>
	<input type="checkbox"/> Design - Bid - Build. <input type="checkbox"/> Construction Manager At Risk. <input type="checkbox"/> Design - Build (Total Cost + Best Value). <input type="checkbox"/> Design - Build (Lowest Total Cost).
<b>4.0</b>	<b>High Performance Building (Integrated Design Process, LEED Silver Certificate, Commissioning, etc.):</b>
	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>5.0</b>	<b>Construction Administration Type:</b>
	<input type="checkbox"/> Construction Administrator <input type="checkbox"/> Criteria Architect <input type="checkbox"/> Architect / Engineer <input type="checkbox"/> CT DCS Staff
<b>6.0</b>	<b>Project Management Team Assignment:</b>
	_____
	(Team Name)

**CT DCS Capital Project Request Approval:**

CT DCS Director of Project Management (DPM), Chief Architect (CA) or Chief Engineer (CE):

PJ SALEM DC                      [Signature]                      4.6.17  
 (Name)    (Signature)    (Date)

- cc:  Director of Project Management --  
 Chief Architect --  
 Chief Engineer --  
 ADPM Assigned This Project --  
 Agency Representative --  
 File - G1



**1201**  
**RFQ Web Advertisement Transmittal to DCS QBS Unit**  
**for A/E & DBCA Consultant Services**  
*(DO NOT use for CA, On-Call, CMR Firm, or "D-B Team" Selections)*

Type of RFQ:	Consultant Services Selection RFQ (select one):	
	<input checked="" type="checkbox"/>	A/E Consultant Services for Design-Bid-Build Project
	<input type="checkbox"/>	A/E Consultant Services for CMR Project
	<input type="checkbox"/>	D-B Criteria Architect (DBCA) Consultant Services for Design-Build (DB) Project
Date:	May 5, 2017	
To:	Randy Daigle and Rose Mitchell – DCS QBS Unit	
From:	Peter Simmons	
Contract Number:	CF-RC-402-ARC	
Project Title:	Manafort Parking Garage (New)	
Project Location:	Central Connecticut State University	
Selection Type (select one):	<input type="checkbox"/>	Consultant Services Selection [Minor Capital Projects less than \$5,000,000 - CGS §4b-56(a-d)]
	<input checked="" type="checkbox"/>	Consultant Services Selection [Major Capital Projects greater than \$5,000,000 - CGS §4b-56(a)-(d)]
	<input checked="" type="checkbox"/>	CSUS CHEFA Project

1.0 Standard Rating Points: The Screening Shortlist and Selection Interview Rating Criteria Categories have Standard Rating Points as indicated in the tables below.

Criteria Number	Screening Shortlist Rating Criteria Categories	Standard Rating Points
1.1	Proposed Key Personnel's Specialized Design Experience for the "Designated Services" Required for this "Project"	20
1.2	Proposed Key Personnel's Technical Competence for the "Designated Services" Required for this "Project"	20
2.1	Proposed Team's Capacity To Perform The Work, Including Any "Designated Services" Required For This "Project", Within The Time Limitations	15
2.2	Proposed Team's Capability To Perform The Work, Including Any "Designated Services" Required For This "Project", Within The Time Limitations	15
3.1	Prime Firm's Geographic Proximity To The Project's Geographic Location	10
3.2	Prime Firm's Familiarity With The Area Where The Project Is Located	10
4.1	Both Licensed CT Building Official and Relevant CT Code Expertise	10
<b>Maximum Points Per Panel Member:</b>		<b>100</b>

Criteria Number	Selection Interview Rating Criteria Categories	Standard Rating Points
1	Proposed Team's Experience with Projects of Similar Size & Scope as this Project	30
2	Proposed Team's Approach to the Work Required for this Project	30
3	Proposed Team's Organizational Structure for this Project	20
4	Prime Firm's Past Performance Record with State & Other Clients	20
<b>Maximum Points Per Panel Member:</b>		<b>100</b>



**RFQ Web Advertisement Transmittal to DCS QBS Unit  
for A/E & DBCA Consultant Services**  
*(DO NOT use for CA, On-Call, CMR Firm, or "D-B Team" Selections)*

2.0 **Agency Representative Designation:** For this Consultant Services Selection, the User Agency has designated the following Selection Panel Member(s) (to attend **both** the Screening Shortlisting and Selection Interviews) and the Agency Observer(s) as indicated in the tables below:

Selection Panel	User Agency Selection Panel Member(s): <i>(for A/E &amp; DBCA Consultant Services Selection -- Minor and Major Capital Projects)</i>
1. Selection Panel Member Name: Email Address:	<b>Keith Epstein</b> <b>KEpstein@commnet.edu</b>
<i>(Use Below For CSUS CHEFA Projects Only)</i>	
2. Selection Panel Member Name: Email Address:	<b>Gerald Cotter</b> <b>GCotter@commnet.edu</b>

Selection Observer	User Agency Selection Observer(s): <i>(Non-Voting Members)</i>
1. Selection Observer Name: Email Address:	<b>Sal Cintonino</b> <b>Cintonino@ccsu.edu</b>
2. Selection Observer Name: Email Address:	<b>Jim Grupp</b> <b>Gruppar@ccsu.edu</b>

3.0 **Pre-Selection Site Visit Conference** *(For Major Capital Projects Only):*

YES	<input type="checkbox"/>	<i>Note: If a Site Visit Conference is required for this project then the DCS PM must notify the Process Management Unit of the Site Visit date and location prior to notification of the Shortlisted Firms.</i>
NO	<input checked="" type="checkbox"/>	

4.0 **Selection Contract Reference Documents** *(For Major Capital Projects Only):* (studies, master plans, etc): The following Contract Reference Documents will be available for Shortlisted Firms for inspection by appointment with the DCS Project Manager (or noted documents will be distributed at the site visit).


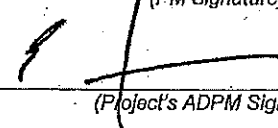
Selection Contract Referenced Document(s)
<b>DCS PM: Insert List of Contract Reference Documents</b>



1201

**RFQ Web Advertisement Transmittal to DCS QBS Unit  
for A/E & DBCA Consultant Services**  
(DO NOT use for CA, On-Call, CMR Firm, or "D-B Team" Selections)

Page 3 of 3

SIGNATURES REQUIRED FOR ALL RFQ WEB ADVERTISEMENT APPROVALS:		
Peter Simmons <i>(Print PM Name)</i>	 <i>(PM Signature)</i>	5/5/2017 <i>(Date)</i>
Emilio Pizzoferrato <i>(Print Project's ADPM Name)</i>	 <i>(Project's ADPM Signature)</i>	5-7-2017 <i>(Date)</i>
Allan Herring <i>(Print Chief Engineer's Name)</i>	 <i>(Chief Engineer's Signature)</i>	 <i>(Date)</i>

Notes:	
1.	The DCS PM shall submit a completed, approved, and signed <u>hard copy</u> of this form <u>and</u> the RFQ Web Advertisement to the DCS QBS Unit in Room 478.
2.	The DCS PM shall also <u>electronically submit</u> a copy of the signed version of this form <u>and</u> the RFQ Web Advertisement to the DCS QBS Unit at: <a href="mailto:randy.daigle@ct.gov">randy.daigle@ct.gov</a>

Attachments:	
1.	1105 Capital Project Initiation Request (signed and approved)
2.	1200 RFQ Web Advertisement

cc:				
J.V. Cassidy:	DCS Director of Project Management	Peter Simmons		DCS PM
A. Herring:	DCS Chief Engineer	Emilio Pizzoferrato		DCS ADPM
D. Barkin:	DCS Chief Architect	Gerald Cotter		Agency Contact
P. Babey:	DCS Process Management	CF-RC-402		File: G-2
R. Daigle:	DCS QBS Unit			
R. Mitchell:	DCS QBS Unit			

End

1201

RFQ Web Advertisement Transmittal to DCS QBS Unit  
For A/E & DBCA Consultant Services

## MEMORANDUM

To: Edwin S. Greenberg, Chairman, SPRB

From: Kevin J. Kopetz, Director of Legal Services, DAS,CS

Re: PRB #18-084 BI-RS-283 ARC (Centerbrook Architects and Planners, LLP)  
PRB #18-080 BI-RS-337 ARC (OakPark Architects, LLC)

Date: June 27, 2018

On June 14, 2018, the State Properties Review Board ("SPRB") suspended the above-referenced contract pending further clarification regarding the Amendment #1. It is our understanding that this matter will be on the Board's agenda for tomorrow, June 28<sup>th</sup>, and DAS,CS, through its Assistant Director of Project Management and its Project Manager, is prepared to provide the additional information being requested. In anticipation of tomorrow's meeting, this Amendment #1 is basically the same request underlying the Amendment #1 for LiRo Program and Construction Management, P.C., PRB # 18-079, which SPRB approved on June 7, 2018. The duration of construction was modified by change order from February 9, 2015, to July 13, 2015, which necessitated that the Architect provide construction phase services for the additional period of time.

On June 7, 2018, SPRB suspended the above-referenced contract pending further clarification and information. The issue, as cited by SPRB, is that "the A/E fees listed on B1105 totals \$2,645,871 vs. actual contract amount of \$3,530,600." It is our understanding that this matter will be on the Board's agenda for tomorrow, June 28<sup>th</sup>, and DAS,CS, through its Assistant Director of Project Management and its Project Manager, is prepared to provide the additional information being requested by SPRB. c



## MEMORANDUM

To: Edwin S. Greenberg, Chairman

From: Kevin J. Kopetz, Director of Legal Services *Kevin J. Kopetz*

Re: #18-089 BI-RT-615 ARC – TLB Architecture, LLC

Date: June 27, 2018

On June 14, 2018, the State Properties Review Board (SPRB) voted to suspend the above-referenced contract pending receipt of additional information. The items of information requested, and DAS,CS' responses to each request, are set forth below in the same chronological order as the requests appear in the SPRB's Interdepartmental Memorandum.

1. The total cost of the AE contract – Basic Services and Additional Services – total \$1,151,479, and DCS is requesting only \$1,087,479 for the Board approval on the memo. Please clarify what DCS is requesting.

Response: Attached is a revised Form 2261 "SPRB Contract Memo" that requests Board approval of the contract for TLB Architecture, LLC with a not to exceed architect's fee of \$1,151,479.

2. Why does this fall under Group "C" for New Construction. Seems like this is a straight forward office building type of construction and should fall under Group "B," which allows for 8.75% rate per DCS Guidance. Based on this, the basic fees seems high.

Response: There are three primary reasons for classifying this project under Group C. First, the project poses a number of design challenges due to site and infrastructure conditions. The project requires significant grading and stormwater design efforts given the topography and adjacent wetlands. The infrastructure improvements require working with two separate municipalities for utility connections. Second, the client agency requests not only a high performance building design, but also a design that achieves, as near as possible, a Net-Zero building. Third, the design will need to address a programmatically diverse building as it must include general office and meeting spaces, as well as police, laboratory, shop and maintenance facilities. The diverse programmatic requirements will necessitate multiple approaches to structural and MEP systems to accommodate the varied uses within the building. The project goals established by the client agency, and the challenges created by a difficult site, are atypical and result, in the opinion of DAS,CS, a classification of the Project as Group "C."

3. Is the fee related to LEED certification in line with other projects? It is about 20% of the total Basic Service Fees. What if the building does not achieve that certification? Does the State get credit for the fees charged.

Response: The fee related to LEED certification is a negotiated amount and is commensurate with the level of work required to achieve, for this project, LEED v4 Platinum. This level of LEED certification is not typical for DAS,CS projects making it difficult to conclude whether the fee is in line with the fee for an identical certification on another project. Concerning the consequences should the building not

achieve that level of certification, the contract language provides, "[t]he Architect shall take all measures and shall meet professional standards of care to provide all design and other services necessary to achieve compliance with and to obtain LEED v4 Platinum Certification for the Project." It is no different, consequently, for this aspect of design than any other such aspect. Liability is based on negligence in failing to exercise the standard of care of the profession, and that such negligence is the proximate cause of the injury or damage. There could be a number of factors that cause the project not to achieve the desired level of LEED certification apart from a deviation by the architect from its standard of care. DAS,CS cannot, and should not, prejudge the matter or speculate on the consequences of a failure to achieve LEED v4 Platinum Certification at this time.

4. Confirm that funding for the AE contract is in place. There are several email communications stating funding is in place, but no specific communication regarding the total cost of the contract.

Response: Glenn Knapsack's email of November 14, 2017, confirms that funding in the amount of \$969,381 is available for the project, which is an amount sufficient for the Architect's design and preconstruction services as set forth in the contract. See also, Form 1105 "Capital Project Initiation Request" attached. The funding request, therefore, is specific for the architect's services prior to the construction phase of the project. The funds for architect's construction phase services will be requested after the bid phase through a bond request to the State Bond Commission and its approval of such request. The contract specifically addresses this issue by establishing, as a condition precedent to the construction phase services and fee, that the State approves and allocates funds for construction.

5. Form 1105 does not have CD DAS Capital Project Request Approval.

Response: A signed copy of the Form 1105 is attached.





Form 2261  
SPRB Contract Memo

TO: Edwin S. Greenberg, Chairman  
State Properties Review Board - State Office Building

FROM: Thomas Surprenant, Project Manager *TS*  
Department of Administrative Services, Division of Construction Services  
State Office Building

DATE:  
SUBJECT: REQUEST FOR APPROVAL OF CONTRACT FOR AND SELECTION  
OF CONSULTING ARCHITECT  
AGENCY: Department of Energy and Environmental Protection

PROJECT TITLE West District Headquarters at Black Rock State Park  
AND NUMBER: BI-T-615  
CONTRACT NO. BI-T-615-ARC

DESCRIPTION:

Design and construct a new facility to serve the West District of the Department of Energy and Environmental Protection. The proposed facility to be located at Black Rock State Park in Watertown will provide office and meeting space for the following divisions: State Parks, Inland Fisheries, Engineering and Field Support Services, Forestry, and Law Enforcement.

A public counter/ service area provided to sell fish and game licenses, boating certificates, Charter Oak Passes and other related items and provide park/ state maps and other related outreach publications. Also provided will be space for the Black Rock State Park maintenance unit which is presently, inconveniently located away from the park. Laboratory space will be provided for Inland Fisheries.

To the greatest extent possible the facility will be designed to meet LEED v4 Platinum standards.

ARCHITECT'S FEE: The Architect's budgeted fee is not to exceed \$ 1,151,479.00

The Architect's maximum allowable fee was calculated using Group "C" New Construction as follows:

\$ 7,100,000.00 Construction Estimate  
X 10.75% B/I Rate (10.75%)  
=====

\$ 763,250.00	Architect's Fee
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A not to exceed fee of \$762,435.00 for basic services was negotiated as follows:

\$ 7,100,000.00 Construction Estimate  
X 10.73852113% B/I Rate (10.75%)  
=====

\$ 762,435.00	Architect's Negotiated Fee
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Additional Services

Schematic Design for Wetlands Crossing	\$15,000
Design for Wetland Crossing (DD-CA) Including Additional Borings	\$25,000
Permitting (Utility and Army Corp)	\$24,000

Geotechnical Engineering	\$6,055
Borings (For Building and Site)	\$11,245
Borings (In Street for Utilities)	\$5,273
Utility Extension Design	\$43,355
Utility Easements (6 anticipated)	\$14,250
Permitting (Utility and Army Corp)	\$33,242
Land Survey (Bridge and South Side of Route 6)	\$3,325
State Police Traffic Control (for Survey and Borings)	\$7,500
Traffic Study	\$14,250
Environmental Phase 1 and Phase 2	\$41,549
LEED v4 Gold (If selected at time of Contract)	\$133,000
LEED v4 Platinum (Premium over Gold rating)	\$12,000
 (Architect's Negotiated Fees)	 \$ 762,435.00
<u>+(Additional Services)</u>	<u>\$ 389,044.00</u>
Total Cost	\$ 1,151,479.00

The statutory funding authority is P.A. 11-57 Sec. 21(h)(2).

**FOR STATE PROPERTIES REVIEW BOARD**

Request for approval of contract for TLB Architecture, LLC, 92 West Main Street, Chester CT 06412 for design and construction administration of project BI-T-615, BI-T-615-ARC, and West District Headquarters at Black Rock State Park.

This contract has a not to exceed Architect's fee of \$ 1,151,479.00

Please indicate your recommendation below:

1. Approved
2. Rejected
3. Returned for Clarification

State Properties Review Board \_\_\_\_\_  
 Edwin S. Greenberg, Chairman Date

xc: Thomas Surprenant - Project Manager  
DAS.T615@ct.gov  
 Team File G2.1

## Project Budget

Item	Original Budget Amount	Revised Budget Amount
1.) Acquisition (Land / Building)	\$ -	\$ -
2.) Haz-Mat (Asbestos/Lead Removal)	\$ -	\$ -
3.) Total Construction	\$ 7,100,000	\$ 7,100,000
1.) New Construction	\$ 6,000,000	\$ 6,000,000
2.) Renovation	\$ -	\$ -
3.) Major Sitework	\$ 1,100,000	\$ 1,100,000
4.) Off-site Improvements	\$ -	\$ -
5.) Green Architecture (Const. cost impact)	\$ -	\$ -
4.) Contingency	\$ 710,000	\$ 710,000
5.) Equipment	\$ 355,000	\$ 355,000
6.) Telecommunications	\$ -	\$ -
7.) Studies	\$ -	\$ -
Predesign Study	\$ -	\$ -
Environmental Impact Evaluation/Study	\$ -	\$ -
8.) Total A/E Fee	\$ 770,000	\$ 1,181,479
A/E Fee for Basic Services (% varies)	\$ 710,000	\$ -
Green Architecture (fee impact design/const.)		
1.) Survey	\$ 10,000	
2.) Geotechnical Engineer	\$ 10,000	
3.) Site Borings	\$ 10,000	\$ -
Permitting (Utility and Army Corp)		\$ 33,241
Land Survey (Bridge and South Side of Route 6)		\$ 3,325
State Police Traffic Control (for Survey and Borings)		\$ 7,500
Traffic Study		\$ 14,250
Environmental Phase 1 and Phase 2		\$ 41,549
Sewer/Water Mains Allowance		\$ 80,178
Wetland Crossing Allowance		\$ 64,000
LEED v4 Platinum Allowance		\$ 145,000
Enhanced FFE Design (.5%)	\$ 30,000	\$ 30,000
9.) Other	\$ 300,000	\$ 300,000
1.) 3rd Party Structural Review	\$ -	\$ -
2.) Special Inspections	\$ 75,000	\$ 75,000
3.) Testing Laboratory	\$ 75,000	\$ 75,000
4.) Permits	\$ -	\$ -
5.) Building Commissioning	\$ 150,000	\$ 150,000
6.) Agency Relocation (during construction)	\$ -	\$ -
10.) CA/CM Fee	\$ 355,000	\$ 355,000
11.) Art	\$ 71,000	\$ 71,000
12.) DCS Fee	\$ 213,000	\$ 213,000
Totals	\$ 9,874,000	\$ 10,285,479

## Kopetz, Kevin

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**From:** Knapsack, Glenn  
**Sent:** Tuesday, November 14, 2017 1:59 PM  
**To:** duFrend, Allan  
**Cc:** Surprenant, Thomas; O'Donovan, Jacqueline; Phelps, Cathy  
**Subject:** RE: T-615 New West District HQ at Black Rock SP- Confirmation of funds for Design/Preconstruction.

Funding is available for this request.

Glenn

**From:** duFrend, Allan  
**Sent:** Tuesday, November 14, 2017 1:31 PM  
**To:** Knapsack, Glenn <Glenn.Knapsack@ct.gov>  
**Cc:** Surprenant, Thomas <Thomas.Surprenant@ct.gov>  
**Subject:** RE: T-615 New West District HQ at Black Rock SP- Confirmation of funds for Design/ Preconstruction.

Glen

My mistake, the correct amount for funds verification is \$969,381 for A/E design and preconstruction.

Allan duFrend jr.  
State of Connecticut  
DAS/Construction Services  
450 Columbus Blvd., Suite 1201  
Hartford, CT 06103  
(860) 713-5926  
(860) 707-1987 (fax)

**From:** Knapsack, Glenn  
**Sent:** Tuesday, November 14, 2017 12:56 PM  
**To:** duFrend, Allan <Allan.duFrend@ct.gov>; Cimochoowski, John <John.Cimochoowski@ct.gov>; Johnson, Dave <Dave.Johnson@ct.gov>  
**Cc:** Surprenant, Thomas <Thomas.Surprenant@ct.gov>  
**Subject:** RE: T-615 New West District HQ at Black Rock SP- Confirmation of funds for Design/ Preconstruction.

Hi Allan:

Oh boy. This must be a new project as I don't even have a file on it yet.

I will forward this over to our friends at DEEP as they would have to provide us with the accounting strings for the project. Thanks.

Glenn

**From:** duFrend, Allan

**Sent:** Tuesday, November 14, 2017 12:50 PM

**To:** Knapsack, Glenn <Glenn.Knapsack@ct.gov>

**Cc:** Surprenant, Thomas <Thomas.Surprenant@ct.gov>

**Subject:** T-615 New West District HQ at Black Rock SP- Confirmation of funds for Design/ Preconstruction.

Afternoon Glenn

Referring to T-615 New West District HQ at Black Rock State Park, are there funds available in the amount of 1,105,881.00 for the Design/ Preconstruction phase of the project. See attached 1105 for reference.

Allan duFrend Jr.  
State of Connecticut  
DAS/Construction Services  
450 Columbus Blvd., Suite 1201  
Hartford, CT 06103  
(860) 713-5926  
(860) 707-1987 (fax)



# Form 1105 Capital Project Initiation Request

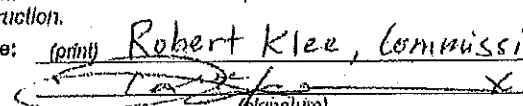
**NOTE: All Agency Administered (AA) Project Requests Must Complete Parts 1 & 2. Requests for CT DAS Administered Projects Must Also Complete Part 3.**

## Part 1: Administrative Information

This Capital Project Initiation Request provides details to the Connecticut Department of Administrative Services (DAS) that is necessary for project planning. State User Agency Representatives are **REQUIRED** to consult with the DAS about their Budget formulation for any Capital Project prior to submission of a Capital Project Initiation Request (1105).

1.0	Project Request Date:	10/06/2016
2.0	To:	CT DAS Director of Project Management
3.0	From (User Agency):	DEEP
4.0	User Agency Head Name/Title:	Robert Klee, Commissioner
5.0	User Agency Head Signature:	
6.0	Project Title:	New West District Headquarters at Black Rock SP
6.1	Project Number:	
7.0	Project Address:	426 Bldwell Hill Road, Watertown, CT
8.0	DPW Building Number:	
9.0	User Agency requests that this Project/Contract be administered by:	<input checked="" type="checkbox"/> CT DAS <input type="checkbox"/> User Agency

## Section 10.0 is For User Agency Administered (AA) Project Requests Only.

10.0	User Agency Staffing Questionnaire:		
10.1	Are you proposing to construct a new building?	<input type="checkbox"/> Yes; proposed square footage: _____ sq ft	<input type="checkbox"/> No
10.2	Are Consultant Services Required?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
10.3	Does the User Agency require CT DAS Project Management (PM) services for the Preconstruction Phase and Construction Phase? (If the answer is "No" then the User Agency must provide the name of the Agency PM in Section 11.3.)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
10.4	Does the User Agency require CT DAS Code Plan Review and Code Inspections? (If the answer is "No" then the User Agency must provide the name of the licensed CT Building Official for this project in Section 11.4.)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
The User Agency certifies that the project/contract identified herein, as User Agency Administered for design and construction, will be in substantial compliance with applicable State of Connecticut building/fire codes and statutes; will have funds in place prior to award of contracts; and shall remain within the User Agency's statutory budget limits for Design & Construction.			
Agency Head Name/Title: (print) Robert Klee, Commissioner			
 (Signature)      11/6/2017 (Date)			

APPROVED: In accordance with CGS §4b-51 & §4b-52, CT DAS grants permission for the User Agency to administer this Project.

REJECTED: User Agency does not demonstrate adequate qualified and experienced staffing to self-administer all phases of the project.

CT DAS Chief Architect (or Chief Engineer):

**P.J. SALEM D.C.** (Name / Title)       (Signature)      6.20.18 (Date)

11.0	User Agency Staff Contacts (Name, Phone, Email):				
11.1	Agency:	Eric Ott	11.4	Code Official:	
	Telephone:	860 424-4112		Telephone:	
	E-mail:	Eric.Ott@ct.gov		E-mail:	
11.2	Facility:	Robert Hofferth	11.5	Other:	Dennis Thibodeau
	Telephone:	860 424-4119		Telephone:	860 424-3748
	E-mail:	Robert.Hofferth@ct.gov		E-mail:	Dennis.thibodeau@ct.gov
11.3	Agency PM:	David Cooley			
	Telephone:	860 424-4120			
	E-mail:	Dave.cooley@ct.gov			



Form 1105  
Capital Project Initiation Request

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**12. Project Description and Special Requirements**

Provide a narrative of the project objectives and a description of the project scope. Provide any special requirements or additional information related to the project.

Design and construct a new facility to serve the West District of the Department of Energy and Environmental protection. The proposed facility to be located at Black Rock State Park, Watertown, CT., will provide office and meeting space for the following divisions: State Parks, Inland Fisheries, Wildlife, Engineering and Field Support Services, Forestry, and Law Enforcement.

A public counter/service area will be provided to sell fish and game licenses, boating certificates, Charter Oak Passes and other related items, plus provide park/state maps and other related outreach publications. Also provided will be space for the Black Rock State Park maintenance unit which is presently, inconveniently located away from the park. Laboratory space will be provided for Inland Fisheries.

To the greatest extent possible the facility will be designed to meet LEED v4 Platinum standards.



# Form 1105 Capital Project Initiation Request

**Part 2: Financial Information** (Single left click on "Text Form Field" to add text and double left click on the "Check Box" to select "Checked" or "Not Checked".)

1.0 User Agency Number: \_\_\_\_\_

2.0 Date Project Initiated: \_\_\_\_\_

3.0 Has the Original OPM B-100 been changed?  Yes  No  
 If Yes provide date revised: 10/6/2017

4.0 Requested Substantial Completion Date:  Yes  No  
 If yes, provide Substantial Completion Date: \_\_\_\_\_  
 If yes, please briefly explain: \_\_\_\_\_  
 4.1 Other Requested Milestone Date(s):  Yes  No  
 If yes, provide Milestone Date(s): \_\_\_\_\_  
 If yes, please explain: \_\_\_\_\_

5.0 Project Categories: (Please check all that apply)

Project Phases	Type of Construction	Additional Requirements
Study <input type="checkbox"/>	New <input checked="" type="checkbox"/>	Percent for Art <input type="checkbox"/>
Pre-design <input type="checkbox"/>	Addition <input type="checkbox"/>	Technology <input type="checkbox"/>
Design <input checked="" type="checkbox"/>	Remodel <input type="checkbox"/>	Haz Mat Abatement <input type="checkbox"/>
Construction <input checked="" type="checkbox"/>	Repair/Replacement <input type="checkbox"/>	Moving/Relocation <input type="checkbox"/>
Other: _____	Other: _____	Other: _____

6.0 Bond Act & Section: \_\_\_\_\_ (Double left click imbedded MS Excel Spreadsheet below to activate, double left click outside imbedded MS Excel Spreadsheet to deactivate.)

Notes: \_\_\_\_\_

Description	Amount
11/15/16 BC Item 21	\$ 964,370
<b>Total Bonding</b>	<b>\$ 964,370</b>

7.0 Other Funding Sources:  Yes  No (If yes, (Double left click imbedded MS Excel Spreadsheet below to activate; double left click outside imbedded MS Excel Spreadsheet to deactivate.)

Notes: \_\_\_\_\_

Description	Amount
Nstar Settlement	\$ 145,000
Parks Renewables	
<b>Total Other Sources</b>	<b>\$ 145,000</b>

8.0 Brief Funding Comments: \_\_\_\_\_





# Form 1105 Capital Project Initiation Request

Item	Original Budget Amount	Bonding Required for Preconstruction	Bonding Required for Construction
1.) Acquisition (Land / Building)	\$	\$	\$
1.) Appraisal			
2.) Purchase price			
3.) Acquisition Cost			
4.) Legal Fees			
5.) Demolition			
6.) Relocation			
7.) Taxes			
8.) LRP Reimbursement			
2.) Haz-Mat (Asbestos/Lead/PCB Removal)	\$	\$	\$
3.) Total Construction	\$ 7,100,000	\$	\$ 7,100,000
1.) New Construction	\$ 6,000,000		
2.) Renovation			
3.) Major Sitework	\$ 1,100,000		
4.) Demo of two buildings			
5.) Green Architecture (Const. cost impact)			
4.) Contingency	\$ 710,000	\$	\$ 710,000
5.) Equipment	\$ 365,000	\$	\$ 365,000
6.) Telecommunications	\$	\$	\$
7.) Studies	\$	\$	\$
Predesign Study			
Environmental Impact Evaluation/Study			
8.) Total A/E Fees	\$ 1,101,478	\$ 369,381	\$ 212,097
A/E Fee for Basic Services (% varies)	\$ 762,435		
Permitting (Utility and Army Corp)	\$ 33,241		
Land Survey (Bridge and South Side of Route 6)	\$ 3,325		
State Police Traffic Control (for Survey and Borings)	\$ 7,500		
Traffic Study	\$ 14,250		
Environmental Phase 1 and Phase 2	\$ 41,649		
Sewer/Water Mains Allowance	\$ 80,178		
Wetland Crossing Allowance	\$ 64,000		
LEED v4 Platinum Allowance	\$ 145,000		
Enhanced FFE Design (.5%)	\$ 30,000		
9.) Other	\$ 300,000	\$ 50,000	\$ 250,000
1.) 3rd Party Structural Review			
2.) Special Inspections	\$ 75,000		
3.) Testing Laboratory	\$ 75,000		
4.) Permits			
5.) Commissioning (Cx)	\$ 150,000		
6.) Agency Relocation (during construction)			
10.) CA/GM Fees	\$ 355,000	\$	\$ 355,000
11.) Art	\$ 71,000	\$	\$ 71,000
12.) DPW Fee	\$ 218,000	\$ 86,500	\$ 128,500
TOTALS	\$ 10,285,478	\$ 1,105,881	\$ 9,179,697

**NOTE: For AA Projects, STOP HERE**



# Form 1105 Capital Project Initiation Request

**Part 3: Technical Data** (Single left click on "Text Form Field" to add text and double left click on the 'Check Box' to select "Checked" or "Not Checked".)

**NOTE: Part 3 is for CT DAS Administered Projects Only (not AA Projects)**

1.0	Is facility required to be occupied during construction?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	If yes, is phased construction possible?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

2.0	Citations for non-compliance with codes, regulations, statutes, and etc.			
2.1	CT DEEP	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
2.2	OSHA	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
2.3	CT State Fire Code	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
2.4	CT State Building Code	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
2.5	Other	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input checked="" type="checkbox"/> N/A
	If yes, please specify:			

3.0	Mandates		
3.1	Court Mandates:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	If yes, please cite or describe:		
3.2	Other Mandates:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
	If yes, please cite or describe:		

4.0	Is municipal participation required or anticipated?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Other than utilities, if yes please specify:	Utilities only.	

5.0	Site Conditions & History: (Please check all conditions that apply.)		
5.1	The proposed site is a(n):		
	<input checked="" type="checkbox"/> Existing Occupied State Property	<input type="checkbox"/> Urban Location	<input type="checkbox"/> On Historic Register
	<input type="checkbox"/> Existing Vacant State Property	<input checked="" type="checkbox"/> Suburban Location	<input type="checkbox"/> In Historic District
	<input type="checkbox"/> New Site	<input type="checkbox"/> Rural Location	<input type="checkbox"/> Unknown
5.2	Please provide the best available data and check ALL applicable water conditions:		
	Acres Proposed for Development:	Acres	<input type="checkbox"/> Streams <input type="checkbox"/> Ponds <input type="checkbox"/> Wetlands
5.3	Proposed site has had prior use(s):	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	If yes please briefly describe:		
5.4	Proposed site has a survey available:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	If yes, please provide date of survey: July, 2016		
5.5	An easement to / through the site is:	<input type="checkbox"/> Existing	<input type="checkbox"/> Required <input type="checkbox"/> Unknown <input type="checkbox"/> N/A
5.6	A Phase I Environmental Site Assessment:	<input type="checkbox"/> Is Existing	<input type="checkbox"/> Is Required <input type="checkbox"/> Is Unknown <input type="checkbox"/> N/A
5.7	The age of the building is:	N/A	

6.0	Site Utility Data:	Yes	No	State Utility	Service Provider Name	Remarks / Notes
	Water (Domestic)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Services property.
	Sewer (Public)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Nearby
	Electricity	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Services property.
	Gas (natural/LP)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Nearby
	Telecommunications	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Cable TV	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Fiber Optic Cable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	District/Central Hot & Chilled Water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Central Steam	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
	Storm Drain System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		



# Form 1105 Capital Project Initiation Request

**Part 3: Technical Data (continued)** (Single left click on "Text Form Field" to add text and double left click on the "Check Box" to select "Checked" or "Not Checked".)

7.0	Existing Building Data:	Yes	No	User Agency Standard Exists	Proprietary Specification Required	Manufacturers Name
	Fire Alarm System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Security System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Central Energy Mgmt. System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Sprinkler/Fire Suppression System	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
	Has this building been investigated for hazardous materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	NA

8.0	Site Development Detail: (Please check ALL that apply)	Yes	No	Unknown
8.1	Is New Parking Required?	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8.1.1	If yes Is OSTA Approval required?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.2	Are existing buildings/structures to be removed?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.3	Are site environmental concerns or hazardous materials present?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.4	Is the preparation of a CEPA review document necessary?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
8.5	Are there other site issues? (Please explain on additional sheet(s))	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

9.0	Work Under Other Contracts That Impact Proposed Project:			
	Project Name:	CT DAS Project #:	Administered By:	Impact On This Project:

10.0	Design Issues: (Please provide expanded detail on additional sheet(s) for each item as necessary)	
10.1	Building Use Data:	
10.2	Special Needs:	
10.3	Image/Impression:	
10.4	Compatibility with External Site:	
10.5	Technology Needs:	
10.6	Flexibility:	
10.7	Employee/Client Interaction:	
10.8	Interior Environmental Quality:	

**Attach Additional Sheets As Necessary**



# Form 1105 Capital Project Initiation Request

## Part 4: CT DAS Management Review & Approval Sheet

Note: Part 4 Must Be Completed By The  
CT DAS Director of Project Management, Chief Architect or Chief Engineer.

1.0	Project Size (Construction Budget):
	<input type="checkbox"/> Under \$500,000. <input type="checkbox"/> \$500,000 — \$2,000,000. <input type="checkbox"/> \$2,000,000 — \$5,000,000 <input type="checkbox"/> \$5,000,000 — \$25,000,000 <input type="checkbox"/> \$25,000,000 plus
2.0	Consultant Selection Type(s): <span style="float: right;">Consultant Type:</span>
	<input type="checkbox"/> On-Call Task Assignment..... <input type="checkbox"/> Formal A/E Selection.....
3.0	Project Delivery Method:
	<input type="checkbox"/> Design – Bld – Build. <input type="checkbox"/> Construction Manager At Risk. <input type="checkbox"/> Design – Build (Total Cost • Best Value). <input type="checkbox"/> Design – Build (Lowest Total Cost).
4.0	High Performance Building (Integrated Design Process, LEED Silver Certificate, Commissioning, etc.):
	<input type="checkbox"/> Yes <input type="checkbox"/> No
5.0	Construction Administration Type:
	<input type="checkbox"/> Construction Administrator <input type="checkbox"/> Criteria Architect <input type="checkbox"/> Architect / Engineer <input type="checkbox"/> CT DAS Staff
6.0	Project Management Team Assignment:
	_____ (Team Name)

<b>CT DAS Capital Project Request Approval:</b>		
CT DAS Director of Project Management (DPM), Chief Architect (CA) or Chief Engineer (CE):		
_____ (Name)	_____ (Signature)	_____ (Date)

- cc:  Director of Project Management --  
 Chief Architect --  
 Chief Engineer --  
 ADPM Assigned This Project --  
 Agency Representative --  
 File – G1